



SEKHUKHUNE
District Municipality

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PUBLIC NOTICE: SK-8/2/1-075/2024/2025

IN TERMS OF SEKHUKHUNE DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY,
QUOTATIONS ARE HEREBY INVITED FROM ELIGIBLE AND INTERESTED COMPANIES,
CONSORTIUM OR JOINT VENTURE FOR THE APPOINTMENT OF SERVICE PROVIDER TO PERFORM
ACTUARIAL VALUATIONS

1. TERMS OF REFERENCE

No.	Description
1.	Performance of Actuarial valuations on employees 'long service awards and leave provisions for 2024/2025 F/Y

Fully Completed quotation documents, Priced, must be placed in a sealed envelope and marked **(Performance of Actuarial valuations on employees 'long service awards and leave provisions for 2024/2025 F/Y)** deposited in a tender box at Groblersdal Fire Station by no later than 11h00 on the 17 June 2025. No compulsory briefing session will be held. For further information, contact **Voster Masemola** of SCM on 013 262 7656 or -on 013 262 7300

Please note:

The bid will be evaluated on Functionality as per the attached TOR's. Bidders should score the minimum score of 60 points to be evaluated further

Bidders who fail to score the minimum points required will not be evaluated further

The following returnable documents are compulsory and will lead to disqualification if not attached.

- Tax Compliance Status Pin/Tax Clearance Certificate
- Proof of Registration with South African Council for the Property Valuers Profession (SACPVP).
- Valid Copy of Company Registration documents
- Original Certified ID copies of Directors (Not older than 3 months)
- Proof of municipal rates and taxes for both company and Director(s) not in arrears for more than three months or proof of lease agreement including rates for the landlord. In case where the Company or Director is registered in a rural area where the rates are not paid,

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please attach proof from Local Authority and affidavit under oath indicating that there are no municipal rates payable.

- MBD 4, MBD 8, MBD 9 and MBD 6.1 forms must be signed and attached with quotation.
- CSD Summary Report.
- Any alterations must be signed. ((NB: not initialed)
- Telegraphic, facsimile, e-mailed, Copy and telefax bids will not be accepted.
- No late bids will be accepted.

Evaluation Criteria

- **Administration and functionality**
- A preferential points system shall apply whereby the points will be allocated in accordance with the Preferential procurement Regulations of 2022, where 80 points will be allocated in respect of price and 20 points in respect of preference points claimed for attainment of other specified goals summarized as follows:

HDI SPECIFIC GOALS	POINTS
HDI (Blacks, Indians and Coloureds)	12
Woman-Ownership of more than 50%	2
Disability ownership of more than 50%(Physically impaired)	2
Youth	2
Locality	2
Total	20


Mr. KGWALE M.M
MUNICIPAL MANAGER

03/06/2025
Date

SEKHUKHUNE DISTRICT MUNICIPALITY

2024/2025



SEKHUKHUNE DISTRICT MUNICIPALITY

*3 Wes Street, Groblersdal, 0470
Tel: 013 262 7300*

TERMS OF REFERENCE FOR
ACTUARIAL SERVICES FOR THE VALUATION OF LEAVE AND BONUS PROVISION
SEKHUKHUNE DISTRICT MUNICIPALITY

Project:	Actuarial services for the valuation of leave and bonus provisions
Department:	BTO
Unit	Payroll and Human Resource
Institution:	Sekhukhune District Municipality
Location:	Groblersdal
Report to:	Manager: Expenditure

1. FUNCTIONALITY

The service provider should score a minimum of 60 points on functionality to be evaluated further

Certified copies of not less than 3 months

CRITERIA	WEIGHTS	POINTS
Experience of the company in actuarial service in a municipality. Signed appointment letters or purchased orders.	<ul style="list-style-type: none">• 1-2 purchase orders or appointment letters (10) points• 3-4 purchase orders or appointment letters (20) points• 5-6 purchase orders or appointment letters (30) points• 7 and above purchase orders or appointment letters (40) points	40 Points
CV and Qualifications of the team -Degree or diploma in actuarial sciences	<ul style="list-style-type: none">• Masters or PHD (30) points• Degree in Actuarial sciences (20) points• Diploma in actuarial science (10) points• No degree or diploma (0)	30 Points
Approved final report	<ul style="list-style-type: none">• 1-2 Reports (10) points• 3-5 Reports (20) points• 6 and more (30) points	30 Points
Total		100